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EQUEST FOR WITHDRAWAL **AS ATTORNEY OR AGENT** AND CHANGE OF CORRESPONDENCE ADDRESS

required to respond to a collection of it	Mornation driess it displays a valid OMB control numbe
Application Number	09/944,324
Filing Date	August 30, 2001
First Named Inventor	Daniel F. Williams
Art Unit	2163
Examiner Name	not yet assigned
Attorney Docket Number	11049.02

To: Commissioner for P.O. Box 1450 Alexandria, VA 22									
Please withdraw me	e as attorney or agent for the above i	identifie	d patent applicati	ion, ar	nd				
all the attorney	s/agents of record.								
the attorneys/a	gents (with registration numbers) lis	ted on t	he attached pape	er(s), c	or				
	gents associated with Customer Nu		20686						
	can only be checked when the power ers associated with a customer num		rney of record in	the ap	plication	n is to	all the		
The reasons for this request are: New owner of Assignee is non-responsive to com-munications from attorneys of record.									
	CORRESPONDENCE ADDRESS								
2. X Change the corre  Customer Number:  OR	ence address is NOT affected by this espondence address and direct all fu								
Firm or Individual Name	Ms. Shirley Lee								
Address	AskMe Corporation								
Address	13920 SE Eastgate Wa	y, Su	ite 200						
City	Bellevue	State	WA			Zip	98007		
Country	USA		<u>*                                      </u>						
Telephone	425-564-9000			Fax	425	-564	-9200		
Name Gregory	P. Durbin								
Signature	Plan		Registration No		4:	2,50	3		
Date Date	November 10, 2004		Telephone No.	30	03-629				
NOTE: Withdrawal is effective wh	nen approved rather than when received. Unle	iss there a	ire at least 30 days be	=== ≥tween a	approval o	f withdra	awal and the expiration		

This collection of information is required by 37 CFR 1.36. The information is required to obtain or retain a benefit by the public which is to file (and by the USPTO

to process) an application. Confidentiality is governed by 35 U.S.C. 122 and 37 CFR 1.14. This collection is estimated to take 12 minutes to complete, including gathering, preparing, and submitting the completed application form to the USPTO. Time will vary depending upon the individual case. Any comments on the amount of time you require to complete this form and/or suggestions for reducing this burden, should be sent to the Chief Information Officer, U.S. Patent and Trademark Office, U.S. Department of Commerce, P.O. Box 1450, Alexandria, VA 22313-1450. DO NOT SEND FEES OR COMPLETED FORMS TO THIS ADDRESS. SEND TO: Commissioner for Patents, P.O. Box 1450, Alexandria, VA 22313-1450.



Attorney Docket No. 11049.02 Express Mail No. EV423778063US

### IN THE UNITED STATES PATENT AND TRADEMARK OFFICE

In re application of:

Confirmation No.: 1876

Inventors:

Daniel F. Williams et al.

Group Art Unit: 2163

Appln. No.:

09/944,324

Examiner: Not Yet assigned

Filed:

August 30, 2001

For:

METHOD, APPARATUS, AND MANUFACTURE FOR

FACILITATING A SELF-ORGANIZING WORKFORCE

Commissioner for Patents P.O. Box 1450 Alexandria, VA 22313-1450

## REQUEST FOR WITHDRAWAL AS ATTORNEY UNDER 37 C.F.R. § 10.40

Sir:

Attorneys for Assignee of the above-referenced application hereby apply to withdraw as attorneys or agents for the above-identified application.

This request for withdrawal is being filed pursuant to 37 CFR 10.40 and contains the following:

- (1) Assignee of this application, Companyway.com, Inc., has been purchased by AskMe Corporation (hereafter "AskMe").
- (2) Attorneys hereby state that they have given due notice to the Assignee of the withdrawal from employment as evidenced by the letter sent to Assignee on August 10, 2004, attached hereto as Exhibit A.
- (3) Attorneys state that they have delivered to the Assignee all papers and property in the attorneys' files concerning the prosecution of the application (see Exhibit A).
  - (4) Attorneys notified Assignee of the status of this application (see Exhibit A).
- (5) At the time Applicant was given notice of Attorneys' withdrawal from employment, no responses were due in this application (see Exhibit A).
- (6) Further, pursuant to 37 CFR § 10.40(c)(iv), Attorneys of record have never been retained by AskMe, the present owner of the above-referenced application. Attorneys notified the principals of AskMe of the pending patent application and requested permission to proceed with continuing prosecution of this application. Copies of communications to AskMe are

Docket No. 11049.02 Express Mail No. EV423778063US

attached as Exhibit B. Despite these requests and AskMe's non-responsiveness, Dorsey & Whitney LLP was not retained to represent AskMe, and the files were subsequently sent to AskMe. For these reasons, the Attorneys of record respectfully submit that they cannot represent this client and seek withdrawal in this matter.

The correspondence address is affected by this withdrawal. The present mailing address for Applicant is:

AskMe Corporation 13920 SE Eastgate Way, Suite 200 Bellevue, WA 98007 Attn: Ms. Shirley Lee

The undersigned is signing this Request for Withdrawal on behalf of Dorsey & Whitney LLP, the attorneys of record.

The Office is hereby invited to telephone the undersigned if doing so will expedite the granting of this Request.

Respectfully submitted,

DORSEY & WHITNEY LLP Customer No. 20686

Date: November <u>LO</u>, 2004

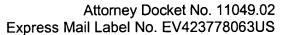
Gregory P. Durbin
Attorney for Applicant
Attorney Reg. No. 42,503
Republic Plaza Building, Suite 4700

370 Seventeenth Street Denver, CO 80202-5647

Tel: 303-629-3400 Fax: 303-629-3450

Enclosures: Exhibits A and B

cc: Ms. Shirley Lee, AskMe Corporation



Confirmation No.: 1876

Examiner: Not Yet Assigned

Group Art Unit: 2163

### IN THE UNITED STATES PATENT AND TRADEMARK OFFICE

re Patent Application of:

Daniel F. Williams et al.

Appln. No.: 09/944,324

Filed:

August 30, 2001

For:

METHOD, APPARATUS, AND MANUFACTURE FOR

FACILITATING A SELF-ORGANIZING WORKFORCE

MEV423778063U\$

### CERTIFICATE OF MAILING BY EXPRESS MAIL

Commissioner for Patents P.O. Box 1450 Alexandria, VA 22313-1450

Sir:

The undersigned hereby certifies that the following documents:

- 1. Request for Withdrawal as Attorney or Agent and Change of Correspondence Address (1 page);
- 2. Request for Withdrawal as Attorney Under 37 C.F.R. § 10.40 (2 pages);
- Exhibit A (Letter, Docket Status Report, proof of delivery of files (10 pages)); 3.
- 4. Exhibit B including Fax Cover Sheets with letters attached and proof of delivery by Federal Express (14 pages);
- Certificate of Mailing by Express Mail; and 5.
- Return Card 6.

relating to the above application, were deposited as "Express Mail," Mailing Label No. EV423778063US with the United States Postal Service, addressed to the Commissioner for Patents, P.O. Box 1450, Alexandria, VA 22313-1450, on this /O day of November 2004.

Signáture of Mailer

DORSEY & WHITNEY LLP USPTO Customer No. 20686



LEE R. OSMAN (303) 629-3434 osman.lee@dorsey.com

August 10, 2004

### FEDERAL EXPRESS

Mr. Ramesh Parameswaran AskMe Corporation 13920 SE Eastgate Way, Suite 200 Bellevue, WA 98007

Re: Companyway.com Inc.'s Patent Files

Dear Ramesh:

We have previously notified you via letters and e-mails of urgent due dates relating to United Kingdom patent application no. 0304677.8 and Canadian patent application no. 2,420,921. We have had no response from you or any other representative of AskMe Corporation as to what action you would like us to take with respect to these two applications. Further, we notified you that we would not be able to take any action on AskMe's behalf unless we had a signed engagement letter from AskMe. Unfortunately, since we have not had any instructions as to where to transfer the files, and as noted in a previous letter, we are transferring the files to you directly at AskMe's above address.

In light of the above, we are forwarding all of CompanyWay.com's United States and foreign patent files to you for your attention and further prosecution. We are filing a Request for Withdrawal as Attorney with the United States Patent and Trademark Office and notifying the contacts for the foreign files to communicate with you directly.

The files forwarded to you with this letter are as follows:

Docket No.	Title	Application No.	Status
1483/US	Method, Apparatus, and Manufacture for Facilitating a Self- Organizing Workforce	60/229,928	Provisional filed 9/1/00; advanced to non-provisional patent application
1483/US/1	44	09/944,324	Non-provisional patent application filed 8/30/01 claiming priority to 60/229,928
1483/PCT	и	PCT/US01/27183	Inactive; advanced
1483/CA	4	2,420,921	Filed 8/31/01; pending
1483/GB	u	0304677.8	Filed 8/31/01; pending
1483/US	"	N/A, contains IDS references, Vol. I	N/A
1483/US	4	N/A, contains IDS references, Vol. II	N/A
1483/US/1	ı,	N/A, contains references, dkt. 11049.02	N/A

Mr. Ramesh Parameswaran August 10, 2004 Page 2

1483/CA	и	N/A, contains Documentation including instruction letter sent to foreign associate on 2/13/03	N/A		
1483/GB	44	N/A, contains Documentation including instruction letter sent to foreign associate on 2/13/03	N/A		

Also enclosed is a Patent Status Report and a Docket Report.

It is our understanding that you will assume complete responsibility for both the United States and foreign matters. Upon receipt of a signed copy of this letter, we will remove all references to these files from our docket.

Please sign and send a copy of this letter as a receipt for these materials.

Very truly yours,	
The R'	Comment
Lee R. Osman	C. B.

LRO:rmm

cc w/o encls.: Mr. Digvijay Chauhan

AskMe Corporation

13920 SE Eastgate Way, Suite 200

Bellevue, WA 98007

Mr. Daniel F. Williams AskMe Corporation

13920 SE Eastgate Way, Suite 200

Bellevue, WA 98007

Gregory P. Durbin, Esq.

I acknowledge receipt of the above-described files relating to CompanyWay.com and assume responsibility for any and all actions with respect to the enclosed files.

	AskMe Corporation	
Date:, 2003		
	Name:	

## Page 1

Dennemeyer Intellectual Asset Management System

# Patent Status Report sorted by Docket ID

# CompanyWay.com Worldwide Patent Portfolio

DOCKET ID	TECHNOLOGY/INVENTION TITL COUNTRY	COUNTRY	CLIENT-MATTER FORMER ID	STATUS SUBSTATUS	TYPE SUBTYPE	APP. DATE GRANT DAT APP. NÚMBER NÚMBER	ш	EXPIRATION DATE
1483/CA	Method, Apparatus, and Manufacture for Facilitating a Self- Organizing Workforce	Canada	460319-00010 DV-11049/CA/03	Pending	Patent	8/31/2001 2.420,921		8/31/2021
1483/GB	Method, Apparatus, and Manufacture for Facilitating a Self- Organizing Workforce	United Kingdom	460319-00011 DV-11049/GB/04	Pending Published	Patent	8/31/2001 030467778		8/31/2021
1483/PCT	Method, Apparatus, and Manufacture for Facilitating a Self- Organizing Workforce	PCT	460319-00003 DV-1:1049/WO/01	Inactive <i>Advanc</i> ed	Patent	8/31/2001 PCT/US01/27/183		
EXHIE	Method, Apparatus, and Manufacture for Facilitating a Self- Organizing Workforce	United States of America	460319-00002 DV-11049/US/00	Inactive Advanced	Patent Provisional	9/1/2000 <b>60/2299</b> 28		•
<b>TI</b> 1483/US/1	Method, Apparatus, and Manufacture for Facilitating a Self- Organizing Workforce	United States of America	460319-00002 DV-11049/US/02	Pending	Patent Non-provisional application	8/30/2001 <i>09/944324</i>		9/1/2020

# DOCKET REPORT (sorted by Module)

Due From : 01-Jan-1850 ; To : 31-Aug-2005 ; Company : In ; Company : CompanyWay.com, Inc.

Due todd Reminder Not 8/8/2004 *F-It	todo/dsc					•	
٠,		Record ID	Short Title			Country	
	Notes	Former	Attorneys App.	Applicant/Patentees	Application No. Grant No	Grant No	Status
		Client-Matter	Resp Party Clie	Client/Business Units	Application Date Grant Date	Grant Date	Other Party
Q.	*F-Instructions to Associate Due	1483/GB	Method, Apparatus, and Manufacture for Facilitating a Self-Organizing Workforce	litating a Self-Organizing		United Kingdom	mobi
	OA ddin 8/18/04	DV-11049/GB/04	CAF, GPD, LRO		0304677.8		Pending
		460319-00011	Cor	CompanyWay.com, Inc.	8/31/2001		
8/18/2004 *F-C	*F-Office Action Response Due	1483/GB	Method, Apparatus, and Manufacture for Facilitating a Self-Organizing Workforce	litating a Self-Organizing		United Kingdom	mopf
		DV-11049/GB/04	CAF, GPD, LRO		0304677.8		Pending
		460319-00011	Co	CompanyWay.com, Inc.	8/31/2001		
8/31/2004 Ann	Annuity: Next	1483/CA	Method, Apparatus, and Manufacture for Facilitating a Self-Organizing Workforce	ilitating a Self-Organizing		Canada	
rem	reminder sent 8/5	DV-11049/CA/03	CAF, GPD, LRO		2,420,921		Pending
		460319-00010	S	CompanyWay.com, Inc.	8/31/2001		
8/31/2005 Ann	Annuity Fee Due	1483/GB	Method, Apparatus, and Manufacture for Facilitating a Self-Organizing Workforce	ilitating a Self-Organizing		United Kingdom	mopt
		DV-11049/GB/04	CAF, GPD, LRO		0304677.8		Pending
		460319-00011	S	CompanyWay.com, Inc.	8/31/2001		

From: Origin ID: (303)628-1508 Donna Carrera DORSEY & WHITNEY LLP 370 SEVENTEENTH ST., SUITE 4700

**DENVER, CO 80202** 

FedEx



REF: 3048/460319-10

Ship Date: 10AUG04 Actual Wgt: 10 LB System#: 1150890/INET1850 Account#: S \*\*\*\*\*\*\*\*

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Ramesh Parameswaran AskMe Corporation 13920 SE Eastgate Way Suite 200 Bellevue, WA 98007



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Recipient: Ramesh Parameswaran 13920 SE Eastgate Way BELLEVUE , WA 98007

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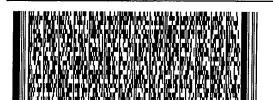
CLB032404

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Ramesh Parameswaran AskMe Corporation 13920 SE Eastgate Way Suite 200 Bellevue, WA 98007



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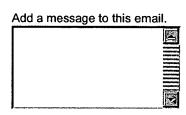
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US

Shipper: Donna Carrera

DORSEY & WHITNEY LLP

370 SEVENTEENTH ST., SUITE 4700

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DATE:

July 22, 2004

TOTAL # OF PAGES:

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TO:

Mr. Ramesh Parameswaran

FAX#:

425-564-9200

FIRM NAME:

AskMe Corporation

PHONE #:

425-564-9000

FROM:

Gregory P. Durbin

FAX #:

(303) 629-3450

PHONE #;

(303) 629-3427

EMAIL:

durbin.greg@dorsey.com

### COMMENTS:

Dear Mr. Parameswaran:

Attached is a letter from Mr. Osman of our firm requesting instructions for the United Kingdom and Canadian patent application deadlines.

Rita M. McAloon Assistant to Gregory P. Durbin



### **FAX COVER SHEET**

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**TOTAL # OF PAGES:** July 22, 2004 (INCLUDING THIS COVER SHEET) DATE: 425-564-9200 Mr. Ramesh Parameswaran FAX #: TO: 425-564-9000 **AskMe Corporation** PHONE #: FIRM NAME: FROM: Gregory P. Durbin FAX #: (303) 629-3450 (303) 629-3427 durbin.greg@dorsey.com PHONE #: EMAIL:

### **COMMENTS:**

Dear Mr. Parameswaran:

Attached is a letter from Mr. Osman of our firm requesting instructions for the United Kingdom and Canadian patent application deadlines.

Rita M. McAloon Assistant to Gregory P. Durbin

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LEE R. OSMAN (303) 629-3434 osman.lee@dorsey.com

### URGENT

July 22, 2004

VIA FACSIMILE, E-MAIL AND FEDERAL EXPRESS REPLY DEADLINE JULY 28, 2004

Mr. Ramesh Parameswaran AskMe Corporation 13920 SE Eastgate Way, Suite 200 Bellevue, WA 98007

Re:

Companyway.com Inc.'s United Kingdom Patent Application for METHOD, APPARATUS, AND MANUFACTURE FOR FACILITATING A SELF-ORGANIZING WORKFORCE, Application No. 0304677.8 filed February 28, 2003

Dear Ramesh:

We have previously notified you by letter and e-mail of two due dates, one relating to the above-referenced United Kingdom patent application, and the other relating to pending Canadian patent application no. 2,420,921. You have heard earlier from Greg Durbin about these issues. As Greg is on vacation, he has asked me to follow up.

With respect to the UK application, a reply to an Office action is coming due **August 18**, **2004**. Our foreign associate asked for instructions as to how to proceed by no later that July 18, 2004, a date which has already passed. If a response is <u>not</u> filed, the application will go abandoned.

As to the Canadian application, a maintenance fee is due by **August 31, 2004**. Again, if the maintenance fee is not paid, the application will go abandoned.

If we do not hear from you by July 28, 2004, we will assume you do not wish to maintain either application and want the applications to go abandoned. If you decide after July 28, 2004 that you do want a response prepared and filed, we will do our best to comply. However, since we are communicating with a foreign associate, we cannot guarantee that these two tasks can be adequately completed.

Further, repeating our previous instructions to you, if you do not wish to have Dorsey represent AskMe, please let us know immediately and advise where, if you have decided on other counsel, we may transfer your files. With respect to both applications, if you do not retain us, we will be happy to forward you the necessary contact information so that you may directly correspond with the UK and Canadian patent lawyers.

DORSEY & WHITNEY LLP + WWW.DORSEY.COM + T 303.629.3400 + F 303.629.3450 REPUBLIC PLAZA BUILDING + SUITE 4700 + 370 SEVENTEENTH STREET + DENVER, CO 80202-5647

USA CANADA EUROPE ASIA

Mr. Ramesh Parameswaran July 22, 2004 Page 2

Without being formally engaged by AskMe, Dorsey will not take any action on its behalf. Additionally, without instructions as to where to transfer the files, we will transfer the files to you directly at the same address as this letter. Unfortunately, without engagement by July 28, 2004, we will send you your files, and ask our foreign associates and the United States Patent and Trademark Office to correspond directly with AskMe.

Please call me if you have any questions.

Very truly yours,

Lee R. Osman

LRO:rmm

cc: Mr. Digvijay Chauhan Gregory P. Durbin, Esq.

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DATE:

July 12, 2004

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TO:

Mr. Ramesh Parameswaran

FAX #:

425-564-9200

FIRM NAME:

AskMe Corporation

PHONE #:

425-564-9000

FROM:

Gregory P. Durbin

FAX #:

(303) 629-3450

PHONE #:

(303) 629-3427

EMAIL:

durbin.greg@dorsey.com

### **COMMENTS:**

URGENT - Two letters are attached.



### **FAX COVER SHEET**

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TOTAL # OF PAGES: DATE: July 12, 2004 (INCLUDING THIS COVER SHEET) TO: Mr. Ramesh Parameswaran FAX #: 425-564-9200 FIRM NAME: **AskMe Corporation** PHONE #: 425-564-9000 FROM: Gregory P. Durbin FAX #: (303) 629-3450 PHONE #: (303) 629-3427 durbin.greg@dorsey.com EMAIL:

**COMMENTS:** 

**URGENT** - Two letters are attached.

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REFERENCE # 460319-2; 3048

GREGORY P. DURBIN (303) 629-3427 durbin.greg@dorsey.com

July 12, 2004

### VIA FACSIMILE AND U.S. MAIL

REPLY DEADLINE JULY 18, 2004

Mr. Ramesh Parameswaran AskMe Corporation 13920 SE Eastgate Way, Suite 200 Bellevue, WA 98007

Re:

Companyway.com Inc.'s United Kingdom Patent Application for METHOD, APPARATUS, AND MANUFACTURE FOR FACILITATING A SELF-ORGANIZING WORKFORCE, Application No. 0304677.8

filed February 28, 2003

Dear Ramesh:

I hope all is well and AskMe is continuing with its success. In the pending United Kingdom patent application there is a reply to an Office action coming due on **August 18, 2004**. Our foreign associate is seeking instructions as to how to proceed no later that **July 18, 2004**. Subject to AskMe retaining Dorsey to represent it, we seek your instructions at your earliest possible convenience, but no later than July 18, 2004. If a response is <u>not</u> filed, the application will go abandoned.

As you know, Dorsey & Whitney has not been retained by AskMe to represent it in its patent and trademark matters. As we have discussed in the past, Dorsey would be happy to represent AskMe in its continuing prosecution of the CompanyWay patent applications and any other intellectual property counseling it may require. We have previously sent you an engagement letter that defines the terms of our representation. For your convenience, I have included a new engagement letter that I ask you to execute and return to me if you would like Dorsey to represent AskMe.

If you do not wish to have Dorsey represent AskMe, please let us know and please advise where we may transfer your files by no later than **July 18, 2004**. With respect to the upcoming reply due in the United Kingdom, if you do not retain us, I will be happy to forward you the necessary contact information so that you may directly correspond with the UK patent lawyers.

Without being formally engaged by AskMe, Dorsey will not take any action on its behalf. Additionally, without instructions as to where to transfer the files, we will transfer the files to you directly at the same address as this letter. Thus, without engagement by July 18, 2004, we will send you your files, withdraw from representation, and ask our foreign associates and the United States Patent and Trademark Office to correspond directly with AskMe.

I would like to reiterate that Dorsey would be happy to assist AskMe with its patent matters. Feel free to call me if you have any questions.

Maria

Gregory P. Durbin

GPD:rmm Enclosure

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USA CANADA EUROPE ASIA

GREGORY P. DURBIN (303) 629-3427 durbin.greg@dorsey.com

July 12, 2004

Mr. Ramesh Parameswaran AskMe Corporation 13920 SE Eastgate Way, Suite 200 Bellevue, WA 98007

Re: Dorsey & Whitney LLP Engagement

Dear Ramesh:

As Dan Williams has informed you, my firm represented CompanyWay.com in its intellectual property matters. It is my understanding that you may also be interested in having us represent AskMe Corporation in its intellectual property matters. Because clear and timely communication is important for serving clients well, we want to begin by stating mutual understandings about services and charges.

Services. We will provide legal services for you in connection with the continuing prosecution in the United States Patent and Trademark Office, United Kingdom Patent Office, and Canadian Patent Office of the patent applications for a "Method, Apparatus, and Manufacture for Facilitating a Self-Organizing Workforce." We will continue to monitor and keep you apprised of whatever actions are necessary to maintain these applications until patents have issued and with regard to any annuity or maintenance fees that become due; however, we will not take any actions without instructions from you.

In addition, we will provide legal services for you in connection with other intellectual property matters, and any other general business and corporate matters, as referred to us from time to time upon your request, which we will confirm in a separate communication.

Fees, Disbursements, and Billing. Our fees are ordinarily based primarily on our usual and customary hourly rates. My current hourly rate is \$310 and I will be doing the primary prosecution-related work. Lee Osman, also a patent attorney in the Denver office of Dorsey & Whitney, will also be involved in this project from time to time. Lee's current hourly rate is \$345. The hourly rate range for patent lawyers in the Denver office of Dorsey & Whitney is \$285 to \$425, and hourly rates for legal assistants are \$145. Our hourly rates are subject to annual increase, usually in October. We may also utilize other attorneys and legal assistants as necessary to maximize the efficiency of the work performed while still providing the expertise necessary. Our fees may also be affected by factors such as the amount involved in the representation, unusual time constraints, use of prior work product, and overall value of the services.

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Mr. Ramesh Parameswaran July 12, 2004 Page 2

Disbursements for certain items, such as filing fees, travel expenses, and long distance calls, are usually advanced by us, then billed to clients. We sometimes ask providers, such as draftsmen, court reporters, and expert witnesses, to submit certain substantial charges directly to clients. Our service charges for such items as facsimile service, photocopying, and computerized research will be billed at our own costs, direct and indirect.

We will submit monthly statements describing services performed and stating fees and other charges. Payment will be due upon receipt.

<u>Completing Our Services</u>. We intend and expect to complete our services to your satisfaction. We will, however, withdraw from representation upon your request. We may also withdraw if our fees are not paid timely or for a reason required or permitted by professional rules. At the conclusion of representation, you may have, on request, a copy of any client files or papers, for which we charge a reasonable copying cost.

<u>Collection Costs and Fees</u>. If payment of our statements is not made as provided above, and we bring suit or otherwise expend time to collect the amounts due us, you will also be responsible for our costs and our reasonable attorneys' fees, including payment of our normal hourly rates if we represent ourselves.

<u>File Retention</u>. The firm's policy is to deliver to clients upon request all documents and materials the client has provided to the Firm and all documents or materials prepared as a part of the representation to which the matter relates. We may charge a reasonable cost for photocopying file documents where the client has agreed in writing to pay this cost. We exclude, however, materials the client has provided that are clearly not intended to be returned, such as generally disseminated descriptive materials, and we also exclude internal memoranda, attorney notes, drafts not intended for external distribution, and other similar materials.

When a file's retention period has expired, the client is notified and given the opportunity to request the file. We generally store closed files for ten years, but in some cases longer. We accomplish any destruction or disposition in a manner intended to preserve the confidential and secret nature of the contents of the file.

<u>Change of Client Address</u>. It is important that we maintain a current address for you at all times. Please notify us promptly of any address change. Even following the completion of the requested services, there may be a need to contact you in order to help maintain your rights. In that event, a mailing sent to your last address of record will be considered adequate notice.

<u>Timely Information</u>. In the course of our representation we will be asking you for information and/or instructions from time to time. It is important that we receive your response in a timely manner, i.e., well in advance of the impending deadline. We reserve the right to decline additional work if instructions are not timely and to withdraw from representation altogether if this practice persists.

<u>Insurance Coverage</u>. If the services we are engaged to perform relate to the defense of your intellectual property rights, your liability insurance may provide some reimbursement for the

DORSEY & WHITNEY LLP

Mr. Ramesh Parameswaran July 12, 2004 Page 3

associated legal fees. We urge you to contact your insurer to determine the nature and extent of the applicable coverage, if any. It is the client's responsibility to pay the firm for services rendered and to obtain reimbursement from the insurer.

These agreements are made on the following understandings. First, the Firm will not use confidential client information against a client. Second, the Firm will not represent a party adverse to a client on subject matter substantially related to the subject matter of the Firm's representation of that client. Third, while the Firm represents a client, the Firm will not undertake litigation in which the client is a directly adverse party. Fourth, the Firm lawyers personally involved in representing a client will not personally be involved in representing parties adverse to that client, without the client's specific consent.

We greatly appreciate the opportunity to be of service. If you have any questions about our services, or the fee and billing arrangements, please call me. If not, please sign the enclosed copy of this letter and return it in the enclosed envelope. If you are <u>not</u> interested in having Dorsey & Whitney LLP represent AskMe, then please use the enclosed file transfer form so that we will know where to send your files. Please keep the original for your file.

Very truly yours,

Gregory P. Durbin

GPD:rmm Enclosure

I understand and agree to the arrangements stated above.

Ramesh Parameswaran AskMe Corporation

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